







Conduct & Policies

FRESNO STATE®
Student Housing

Residence Hall Conduct System

Students found in violation of the regulations included in this handbook will be held accountable for their actions and will face disciplinary action and/or legal prosecution. Student Housing is recognized as a University Conduct Officer and therefore may provide disciplinary action in regards to all students, including residents. Students will also be held accountable for the conduct of their guests, and could face educational and administrative sanctions for the behavior of their guests.

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Housing **Regulations Process**

In addition to University Conduct Regulations, there are further behavior standards for residents who occupy campus housing.

Incident Reports

Incident Reports are information that is documented as to what a staff member saw, heard or smelled. Incident reports can be written for potential violations, illness or injury, fire alarms or to pass along information to the Resident Directors and Professional Housing Staff. Residents may write incident reports if they encounter a policy violation. Names of all individuals who are present during a potential violation will be included on the incident report. Just because someone's name is on an incident report does not mean that they are in violation of a policy. Some individuals may be witnesses to the events and may be called to give their account of what happened. Please understand that just because an incident report is written, does not mean disciplinary action will be taken.

Conduct Meetings

Should an investigation or disciplinary action become necessary, the conduct meeting will take place after the incident report is written. Student Housing staff will make efforts to communicate with the student about their conduct meeting. This may occur over the phone, in person, via e-mail or via written notification. E-mail notification will be sent to your Fresno State e-mail address. It is the resident's responsibility to check their e-mail. If initial efforts over the phone or in person fail to result in a meeting with a student, written notification will be given prior to a decision being made. Please see "Failure to Appear" section. This notification may request that the student meet with a Resident Director, Residential Life & Student Conduct Coordinator, Assistant Director or Director.

Resident Director

For first time violations, lower level violations and situations requiring follow up, students will likely meet with the Resident Director of their building.

Residential Life & Student Conduct Coordinator (SCC)

For more serious violations, students will meet with the Student Conduct Coordinator. The SCC is also recognized as a Campus Conduct Officer, and may hold students accountable for university violations committed within the Residential Area of Student Housing.

Assistant Director/Director

If the Student Conduct Coordinator is unavailable, students may be asked to meet with the Assistant Director/Director of Housing to adjudicate serious violations.

Note: Advisor to Resident

Residents may elect to be accompanied by an Advisor (1) to any meeting or interview regarding a potential policy violation. The advisor may be anyone not directly involved in the situation. The advisor may not answer questions regarding the subject matter. However, the advisor may observe and consult with the resident.

Failure to Appear

Our staff will make every effort to meet with a student before adjudicating policy violations. A student who fails to appear for a conduct meeting or appeal is not excused from pending action and may lose the right to appeal. The conduct meeting will take place as scheduled, evidence will be reviewed and a decision made. The student will be informed of that decision through email. A student who voluntarily withdraws from the University or leaves Student Housing prior to the completion of a proceeding is not excused from pending action.

Standards of Evidence

Formal rules of evidence are not applicable to the housing conduct process. If a student denies responsibility for an alleged policy violation, Student Housing staff must make their decision based upon the "preponderance of the evidence."

Temporary Reassignment of Bed Space

Under certain circumstances, a professional staff member of Student Housing may decide to temporarily relocate someone's bed space when a report is received regarding a potential violation dealing with the safety and security of the community. The purpose of relocating a resident temporarily is to allow for time to sort out an investigation. Reassignment does not mean that they will be found in violation, and could return to their former space if found not responsible. If someone is assigned to a temporary space, they may be precluded from entering certain areas of Student Housing without staff escort in order to ensure the physical and emotional safety of the community and resident.

Parental Notification

Responsible parent(s) or guardian(s) of students may be contacted by a professional staff member of Student Housing if the Director or their designee determines that a parental contact is needed. The decision to contact a parent may be made if the student is under 18, or the incident presents an immediate and substantial threat to the health, safety or welfare of a person or property. The emergency contact information will be used to contact the parent(s) or guardian(s) of Student Housing students.

Housing Disciplinary Sanctions

Housing disciplinary sanctions include, but are not limited to:

Educational Sanctions

- Alcohol & drug education class (fee charged)
- Community service hours
- Online educational modules ($15.00 use fee charged)
- Other projects and reading/writing assignments

Charges associated with educational sanctions are not intended to be fines. These charges offset the costs associated with these sanctions, so that all Student Housing residents are not paying for them.

Administrative Sanctions

- Financial restitution for damages
- Mandatory room change
- Verbal warning
- Written warning
- Housing probation
- Housing probation with loss of housing for the following academic year
- Termination of your Housing License Agreement without release of financial obligation
- Referral to university student disciplinary process
- Mandated counseling assessment
- Confiscation and/or destruction of personal property related to the violation

Other university sanctions may be imposed for violations of the University Conduct Regulations listed in this guide. Please consult the University Student Conduct website at:

https://studentaffairs.fresnostate.edu/studentconduct/policies/index.html for more information.

Also, the Student Conduct Coordinator may refer the student to the Director/Assistant Director of Housing and/or the Office of Student Affairs. Failure to comply with educational sanctions will result in more severe disciplinary sanctions and continued accountability for completion of the original sanction. Failure to complete sanctions may also result in a hold being placed on the student's Fresno State account.

Definition of **Conduct Terms**

Possesion

Student Housing interprets possession to include a resident's bedroom, or any other area or property reasonably under control of the resident, even if guests are responsible for the items in violation of policy.

Housing Probation

Probation is given when severe policy violations occur, and signify that a student's choices are in conflict with the values of the residential community. Residents placed on probation are warned that any other violation of policy could result in the revocation of his or her Housing License Agreement without release of associated financial obligations.

Warnings

Verbal

A verbal warning is a conversation between housing staff and the student informing them that the student's behavior is not acceptable within our community. A written note may be placed in the student's file, but no further action beyond the verbal warning will be taken.

Written

A written warning is a formal notice from Student Housing sent to the student found to be in violation of a Student Housing policy. This notice documents that the student has been officially warned that their behavior is in violation of Student Housing policies and if that behavior continues, more severe sanctions will be given. Educational sanctions may be given with the Written Warning. Failure to complete assigned sanctions may result in the student receiving more severe sanctions.

Loss of Housing for the Following Academic Year

Students who are given the sanction of loss of housing are not eligible to contract for campus housing during the next academic year. Loss of housing privileges, a supplement to housing probation, is given to a student whose violations are deemed a disruption to the residential community at large. This is the strongest sanction before dismissal.

Termination of License Agreement (Dismissal)

License Agreements are terminated when residents fail to follow the University or Housing Regulations. A resident's agreement can be terminated for one offense or for several policy violations, which may include Written Warnings or Resident Probation. Residents who have been dismissed have 48 hours after notification to vacate the premises. Residents who have been dismissed will not be allowed to visit the Residential Community, including the University Dining Hall, for a period of at least one year from the date of dismissal and will not be eligible for another housing license without the approval of the Director of Housing. Dismissal does not relieve the student of his/her financial and/or other obligations under the Student Housing and Meal Plan License Agreement.

A dismissed resident may be held financially responsible for the entire "Student Housing and Meal Plan License Agreement" for the remainder of the academic year, as well as any/all other claims/causes available as under law or equity. All dismissed residents must complete proper check out and payment of all housing and meal plan balances. Students placed on Loss of Housing or students dismissed from Housing may be referred to the Office of Student Rights and Responsibilites.

***Failure to complete educational sanctions may result in a hold being placed on a student's Fresno State student portal.**

Other **Conduct Procedures**

Appeal Process

Students found responsible for violating policies and issued sanctions may appeal the decision by the given deadline. Appeals must be made in writing, and should include the reason for appeal. Appeal of sanctions can only be submitted based on the following:

1. **Lack of due process**
2. **Sanction too severe for the violation**
3. **New evidence that comes to light after the decision is made**

Based on who adjudicated the violation, that person's supervisor will hear the appeal. You will be informed in your discipline notice/letter as to who the adjudication appeals officer is. The appeals meeting will usually occur five to ten business days after the student has submitted the appeal request. In the case of a dismissal, while awaiting an appeal, the student may request to live in the residence halls until their appeal is heard. If approved to continue living in the residence halls, any additional violations of policy prior to the appeal meeting may result in the immediate termination of the resident's Housing License Agreement. Appeals of housing disciplinary decisions should be submitted to the person listed in your discipline notice/letter. Letters of appeal must be submitted by the date listed in your letter.

Notice:
Failure to meet with the appeal officer by dates given to you in writing, phone, or via email will result in automatic upholding of the original sanction.

Confidentiality

No conduct documents and materials possessed by Student Housing shall be released to anyone without the consent of the Director of Housing or their designee.

Confiscation

If a resident is found in possession of contraband under any Student Housing policy, campus policy, state or federal law, the item in their possession may be confiscated by the Director of Housing or designee with no advance notification. This includes, but is not limited to, controlled substances, drug paraphernalia, candles, incense, alcohol, hookah, cooking appliances, halogen lamps, weapons, airsoft or pellet guns, etc. Items confiscated may or may not be returned depending on the severity of the contraband.

Safety Inspections

During safety inspections (which include inspection of microfridges in resident rooms), any identified policy or safety violation must be corrected immediately. A staff member will return to verify that the violation is corrected. Any illegal item or items in violation of University or Student Housing policy or state/federal law will be confiscated without notice. Violations found during safety inspections may result in disciplinary action.

Survivor/Reporting Information

Because Student Housing staff is responsible for the entire Student Housing community, any report or Incident Report which involves conduct of a criminal nature or conduct posing an immediate threat to the health, safety or welfare of any housing resident,

Housing staff will inform any survivor and/or students reporting violations that:

- He/she may file a report with the Campus Police; and
- Student Housing will, in any event, file a Third Party Report with the Campus Police
- Student Housing will file a report with Title IX
- Housing will provide survivor advocate information

Process to Review Conduct File

At any time, you may request to see your conduct file. Just stop by the 24-Hour Service Desk and fill out a "Request to Review Student Housing file" form. Student Housing will notify you when your file can be viewed by placing a letter in your resident mailbox, sending a letter to your home address or email no later than 45 days from submission of your form. At no time may you remove the file or its belongings from Student Housing. Residents will be required to provide proof of identification prior to examining any of the contents in their file. A Student Housing representative will remain with the resident while they review their file. Housing may remove identifying information of other residents from incident reports to protect the confidentiality of those residents. Student Housing upholds the 1974 Family Education and Privacy Act. If a resident is over 18, he/she may grant Student Housing the right to release information to a parent or guardian if the "Release of Information" is marked on the license agreement.

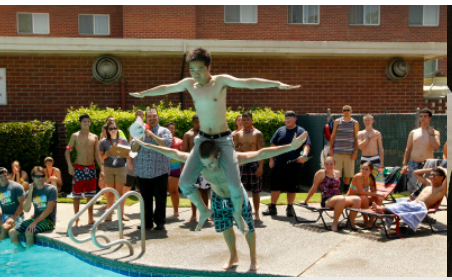
Residence Hall **Policies**

Community Standards

Student Housing is a community of persons from diverse cultural, racial and ethnic backgrounds. We are a community with a broad spectrum of national origins, religious beliefs and political persuasions. We have different physical abilities, genders and sexual orientations. Amidst our diversity, we must strive to understand the individuality of those around us. We need to learn from one another in an atmosphere of positive encouragement and mutual respect. Everything we do must be rooted in a genuine desire to learn from one another. In addition, we must give the respect which we, ourselves, desire. Our policy on respect includes treating yourself, others and our environment with the goal of increasing their value.

We strongly believe that one's actions demonstrate one's commitment to respecting individual differences. We believe that we are individually and collectively responsible for our behavior and are fully accountable for our actions. We must take initiative and responsibility for our own learning and awareness of the differences which exist in our community.
Bigotry has no place within our community, nor does the denigration of another human being on the basis of age, physical ability, national origin, sexual orientation, race, gender, religious or political affiliation. We will not tolerate threats, intimidation, violence or other forms of harassment against any member of our community. Likewise, we will not accept ignorance, humor, anger, alcohol or substance abuse as an excuse, reason or rationale for such behavior. Such behavior will be subject to disciplinary action which may include, but is not limited to, immediate removal from the residence halls.

All of us who work and live in Student Housing have chosen to be here and are committed to these principles which are an integral part of our purpose, values and daily activities.







Abandoned Belongings

Residents are responsible for the removal of all personal property upon vacating the premises. Property left will be boxed, labeled and stored for up to six months. Student Housing will charge a fee for boxing and storing these items. Items not claimed will be disposed of by Student Housing without liability. Items valued at under $100 will not be stored and will be disposed of immediately.

Advertising Guidelines

All material posted on the bulletin boards must be approved through the Housing Office. Resident Advisors decorate floor and stairwell areas, but all other materials posted must have a Student Housing approval stamp. Residents removing or defacing postings are subject to disciplinary action.

Academic Success

Students must maintain a 2.0 GPA in order to remain in good standing with the University. Any student who falls below 2.0 may meet with their Resident Director in January and may have sanctions they will be required to meet.

Abuse, Harassment, & Intimidation

Aggressive/abusive behavior, harassment or the threat of such behavior, whether physical, verbal, or virtual, are violations of policy and are not tolerated. Harassment is the unwanted imposition of attention, usually in the form of repeated or unwanted verbal or physically abusive behavior (i.e. sexual, racial, religious, etc.), and is strictly prohibited. Such behavior is not tolerated whether directed at residents, guests, or staff, and may be grounds for disciplinary action, removal from the residential community, dismissal from Housing, and/or criminal prosecution. Examples of prohibited conduct include, but are not limited to, sexual and racial harassment, threats of violence, intimidation, and fighting.

Practical jokes and pranks or other disruptions are also prohibited in the campus community. Bullying of any kind is prohibited, including cyber-bullying. Creating a false profile in order to cyberbully others is also prohibited. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. Examples include:

(A) Placing a reasonable resident or residents in fear of harm to that resident's or those residents' person or property,

(B) Causing a reasonable resident to experience a substantially detrimental effect on his or her physical or mental health,

(C) Causing a reasonable resident to experience substantial interference with their academic performance,

D) Causing a reasonable resident to experience substantial interference with their ability to participate in or benefit from the services, activities, or privileges provided by a school.

Residents who are confronted with conflict situations are expected to deal with such conflict in a constructive, non-aggressive manner which will lead to resolution of the differences. For assistance, contact the 24-Hour Service Desk at 559.278.2677 or a Residential Life Staff member. In an emergency, call the Fresno State Police at 559.278.8400 or use the call box or the blue emergency phones.

Amnesty

Student health, safety, and well-being are top priorities for Fresno State Student Housing. "Amnesty" offers students who proactively exhibit responsible behavior the opportunity for educational, non-disciplinary intervention for the incident. If an individual or group seeks medical attention due to a medical emergency, Student Housing will not pursue disciplinary sanctions against the student for the consumption or possession of alcohol or drugs.

Student Housing recognizes that the potential for a conduct violation may deter students from seeking medical assistance, and this Medical Amnesty Policy is intended to eliminate that barrier and to encourage students to seek needed assistance.

This Medical Amnesty Policy applies to:

1. **Students seeking medical assistance for themselves due to the use of alcohol and/or other drugs,**
2. **Students seeking medical assistance for another person due to that person's use of alcohol and/or other drugs.**

Alcohol Policy

The University and Student Housing are committed to creating a safe and healthy learning environment for all members of the campus community. Therefore, the University and Student Housing will not tolerate alcohol abuse and intoxication, and any use resulting in unacceptable conduct. Violations of State laws pertaining to the possession, use and sale of alcoholic beverages, including underage violations, are enforced on campus. This includes alcohol used for cooking purposes. The following are considered violations of the Fresno State Student Housing Alcohol Policy:

1. Possession of bulk alcoholic beverages, that is, amounts for storage or use that are excessive under the circumstances of personal use, which may include the number of persons present, the type of beverage and the existing degree of intoxication. Kegs, pony kegs, cases of beer/other beverages with an equivalent amount of alcoholic content in any form of container are considered bulk alcohol.
2. Hosting a gathering where alcohol violations are occurring is prohibited. Students who host will face stronger sanctions than those who attend such gatherings.
3. Furnishing alcoholic beverages to anyone under the age of 21. Furnishing includes allowing students under the age of 21 to drink in your room or suite if you are over the age of 21.
4. Alcohol may not be consumed in any public areas including but not limited to bathrooms, hallways, lobbies, balconies, lounges or areas outside the residence halls, including parking lots.
5. Possession or consumption of alcoholic beverages by individuals under the age of 21.
6. Possession of beer bongs or items used to facilitate the rapid consumption of alcohol are not allowed.
7. Drinking games, items or other activities that encourage the excessive or rapid consumption of alcohol are not allowed (i.e. beer pong tables).
8. Behavior which is disruptive to the community while under the influence of alcohol.
9. Behavior which is a violation of other Student Housing policies while under the influence of alcohol. **PLEASE NOTE:** Intoxication is not an excuse for violating other Student Housing Policies. Students will be held responsible (both judicially & financially) for their behaviors while intoxicated.
10. Behavior which demonstrates that a student is unable to care for themselves or others.
11. Individual room parties that create disturbances, damage, excessive noise or messes are not allowed in the residence halls. Parties that involve more than one room (i.e. progressives) are not allowed. A maximum number of five individuals will be allowed in each resident room or a total of ten in a suite.
12. Alcohol may not be purchased, sold or delivered in the residence halls. Selling tickets, stamps, chips or receiving required donation, which can be exchanged for or entitle the bearer to consume alcohol, is not allowed under State Alcoholic Beverage Commission regulations.
13. Attending a gathering where alcohol policy violations are occurring is prohibited.
14. Public displays of alcoholic beverage insignias or themes (including posters) that encourage drinking are prohibited.
15. Within a person's living area, displays of containers, boxes, labels, caps and other alcoholic beverage remnants are prohibited.
16. Given the above guidelines for alcohol in Student Housing, students who are 21 years of age or older may consume alcohol within the following additional guidelines:
    - Alcoholic beverages must be consumed in student rooms or suites and not in public.
    - Alcoholic beverages must be consumed with doors closed.
    - Alcoholic beverages must be consumed with no minors (under the age of 21) present.
    - Alcoholic beverages may not be stored in common areas of a suite when a resident of the suite is under the age of 21, whether or not that under 21 resident is home at the time the alcohol is stored.
    - All alcoholic beverages must be unopened and concealed while being transported into or through the residence halls. Failure to do so will result in confiscation and immediate disposal of the beverage.
    - Residents who are 21 years of age or older in group areas (wings/floors/suites/buildings) that show a disregard for the alcohol policy may have the right to consume alcohol withdrawn at the discretion of the Director of Housing or designee.
    - After consuming alcohol, beverage containers must be disposed of immediately. Storing empty containers for the purposes of recycling is prohibited.

Staff may request to smell/see a beverage in your possession for identification purposes.

Basketball Court

The Basketball court is available on a first-come, first- serve basis (resident only). When full- court (pick-up) games are in progress, "next- on" procedures are in effect. winners will stay on; the next five players will challenge the winners.

Slapping the backboards, dunking and hanging on the rims or nets are strictly prohibited because of the risk of injury and potential damage to the equipment.

Please demonstrate fair and courteous behavior when courts are full and teams are waiting. No hockey sticks of any kind are premitted. Any players who engage in fighting or profanity will be asked to leave the basketball court area. Resistance or repeated occurrences may result in closing of the basketball court area or suspension of basketball court privileges.

The Basketball court will close at 11pm to avoid disrupting residents living nearby.

Bicycles, Skateboards, Scooters, & Rollerblades

Throughout Student Housing mirrors and signs have been posted in blind zones to help prevent collisions between pedestrians, cyclists and skateboarders, etc. Pedestrians have the right of way. Fresno State campus does not allow motorized vechicles on campus. As a Student Housing resident you are allowed to have and store electric vehicle. However, residents are expected to walk the electric vehicle to the campus perimeter before use. If a Resident is seen using an electric vehicle it will be confiscated by staff.

1. Bike racks are provided on the patios of Baker, Graves and Homan halls and in areas surrounding the Atrium for the residence suites.
2. We highly encourage residents to utilize our bike barn near the north entrance of the Atrium and just east of the apartment building. Students that store their bikes in the bike barn are still urged to U-lock their bike to the rack.
3. Bikes may not be parked on the sidewalks, at the entrance to any buildings, nor should they be locked to stairwells, trees, fences, handrails or near entrances to buildings.
4. Bikes, skateboards, scooters, or rollerblades are not permitted in the Atrium or any other indoor area at Student Housing unless being carried. Anyone riding or walking wheeled vehicles will face potential disciplinary actions.
5. Bikes parked illegally may have their locks cut and be impounded by the Fresno State Police Department.
6. You may not put hooks on your ceiling or walls to hang your bicycle.
7. We discourage residents from bringing or keeping bikes in rooms/suites. If you do, you will be held responsible for any damages and charged appropriately.
8. Bikes cannot be stored or placed in public areas or inside buildings.
9. Bikes will be tagged for impounding in May. If not removed or claimed by May 31st, they will be removed/ donated by Student Housing.
10. Gas powered vehicles are not permitted to be stored in resident's rooms.

Notice:
We highly recommend that you register your bike with the Fresno State Police Department after you arrive on campus. You can do this by visiting www.fresnostatehousing.org and selecting "Forms". Fill out the Bike Registration form. There is no fee for this Registration.

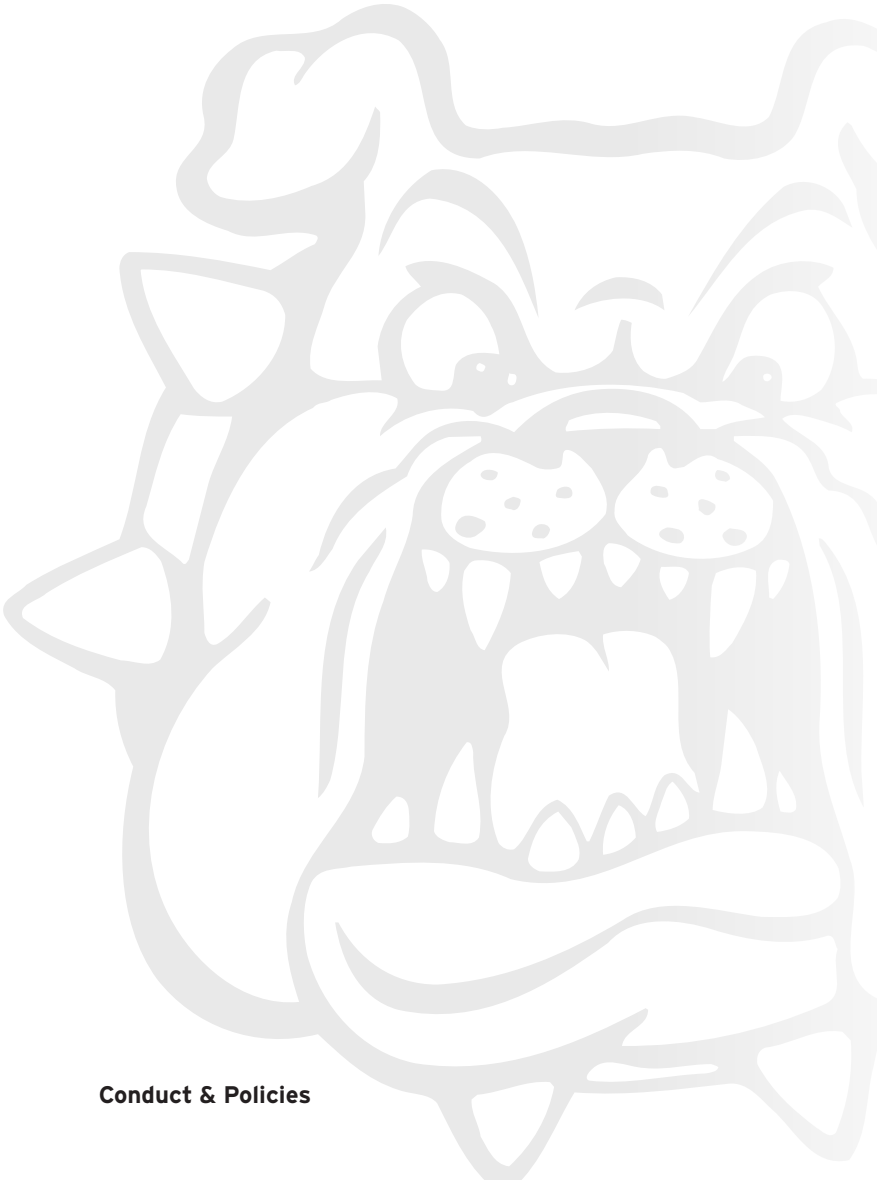
Hoverboards:
Due to fire and safety concerns, the use and storage of hoverboards is prohibited in all University and Student Housing buildings. Students who violate this policy may face disciplinary action

Breaking and Entering

Anyone seen or determined to have entered a room without authorization, will be subject to disciplinary action, dismissal and possible prosecution. If you believe an unauthorized entrance into your room has been made, immediately notify a Housing Staff member.

Candles/Incense/Open Flames

Because of fire marshal regulations, candles in any form (including electric candle/wax warmers such as Scentsy brand) are prohibited at Student Housing. Open fires, including burning candles and activities potentially dangerous to property or disruptive to the community, such as incense, aromatic oils, and plug-in type air fresheners are also prohibited within Student Housing. All items (including candles) will be confiscated and violators of any of these policies are subject to disciplinary and/or legal action.



Common Area Damage

As a "community of students," it is necessary that everyone living in the halls assume responsibility for maintaining the buildings that they live in. The Student Housing and Meal Plan License Agreement states that under Terms and Conditions of Occupancy, paragraph III, that residents "...refrain from altering, disturbing or damaging the housing facilities, furnishings, common areas and surrounding environment; pay individually or in combination with other Licensees, a reasonable charge for any such damage..." This means that you will be held responsible for damages to the residence halls or damages to or loss of common area furniture unless any damage or loss can be specifically assigned to individuals. The following procedures will be used for common area damage:

1. Damage in common areas (i.e. lounges, recreation rooms, junctions, hallways, stairwells, balconies and bathrooms) which cannot be attributed to known individuals will be considered common area damage. This includes items taken from an area and not returned (see furniture policy for more details).
2. The Director of Housing or designee will review with staff and residents how the damage occurred and to what extent the wing, floor, suite or building is held financially responsible for the damage.
3. Residents are notified through signage and are given five days or until the end of the License Agreement period, whichever is first, to make an appointment with the Director of Housing or designee to appeal the notification of billing and/or provide verifiable information that would allow the Housing Accounting office to bill the damage to the proper individual(s).
4. Facilities will evaluate the type and extent of the damage to determine the total replacement or repair cost.
5. At the end of the notification period, any common area damage that has not been identified as being done by specific individual(s) will become the responsibility of the residents in the area being charged. Residents' billing statements will reflect the damage charges. These charges will include up to a $2.00 administrative fee for the cost to invoice the damages. This is separate from any labor and/or material costs associated with fixing the actual damage being charged. Residents are expected to pay the amount during that billing period.
6. Residents will be notified of the damage, replacement or repair cost by an invoice.

Cooking

Residents may only use Underwriters Laboratory (UL) approved appliances and electrictrical devices in good working order and free of wiring deffects.

Fire regulations require that certain cooking appliances not be permitted in rooms or suites except for the microfridge provided by Student Housing. For safety reasons, any resident found using any prohibited cooking items will have the item(s) confiscated.

Permitted cooking appliances in communities and suites include (If UL Approved and portable):

- Blenders
- Coffee Pot
- Crockpots
- Air Popcorn Popper
- Rice Cooker

Apartments with kitchens: The following appliances may be used in the kitchen.

- George Foreman grills (or similar appliances)
- Toaster ovens
- Air fryer
- Insta Pot (or similar electric pressure cookers)
- Roaster

Electrical appliances that can generate heat or malfunction should never be left unattended. They should be unplugged after use and not stored until they are cool enough to touch.

Commercial Activity

Residents are not permitted to run a business. including online businesses, from their university housing room or building without the direct consent of the Director of Housing or designee.

Disruptive Behavior

Behavior that disrupts the orderly functions in/or around the halls and the surrounding community or behavior that results in additional clean-up in/or around the halls is prohibited. Physical or written defacement or destruction of residential property and/or student Housing postings and posters is prohibited. Additionally, intentional acts or behaviors that unreasonably interfere with others' normal use of facilities or privileges are prohibited.

Drugs

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance on the campus (including Student Housing) is subject to immediate disciplinary action and criminal prosecution. Fresno State Police will be contacted. The Supreme Court determined that possession and distribution of marijuana violates federal law, irrespective of any state law that permits the use of marijuana. Because Student Housing is located in proximity to a high school, and Fresno State receives federal monies under the "Drug Free Schools" Act, Student Housing enforces federal law. Besides the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance (including marijuana), the following are also considered violations of Student Housing's Drug policy:

1. Possession of pipes, bongs, grinders, scales or other items used to manufacture, distribute, dispense, process, or use marijuana (or other drugs) are not allowed. Attending a gathering where the smell of marijuana is present. This includes, the smell of marijuana on a person, or in a person's living area is prohibited.
2. Possession or use of other "experimental" substances are not allowed.
3. Possession of prescription drugs not prescribed to you.

Explosives/Fireworks

Discharging firecrackers, fireworks, projectiles or any explosive device is prohibited. Violations of this include, but are not limited to, discharging or in anyway attempting to discharge types of manufactured or homemade fireworks or flaming projectiles including cannons or bottle rockets inside or adjacent to Student Housing. The size of the explosive is irrelevant. Violations of this policy may result in the termination of your housing license upon the first offense.

Failure to Comply

Failure to comply with official requests or directives of Student Housing and Fresno State Staff members (i.e. RA, ARD, PSA, PSSC, RD, Facilities, Police Department, etc) while in the performance of their duties (including, but not limited to providing false information or failing to comply with assigned educational sanctions) is a violation of Student Housing policy. Fresno State Police are sworn California State Peace Officers with full police jurisdiction.

Firearms/Weapons

Possession/use of firearms or "generally prohibited" weapons are prohibited. Violations of this include possession of any prohibited weapons in California. It is unlawful to possess/use any prohibited weapon as listed in California Penal Code Section 16590. Possession or use of any BB guns, paint ball guns, air soft guns, or other objects that resemble firearms or use of other items in a manner intended to harm or threaten others. Deadly weapons include: guns, blackjacks, sling shots, billy club, sand club, sandbag, metal knuckles, any dirk, dagger, switchblade, bows and arrows, ice pick, a knife having a blade longer than 4 inches, any razor with unguarded blade, any metal pipe or bar used or intended to be used as a club. Standard kitchen knives are an exception unless used in a manner intended to harm.

If bows and arrows or archaeology tools are necessary for a University class, exceptions can be made with permission from the Student Conduct Coordinator. Violations of this policy may result in the termination of your housing license upon the first offense.

Fire Equipment

Tampering with fire equipment, e.g., fire alarms, extinguishers, and smoke detectors (in rooms and public areas), is a violation of student Housing policies. Violations of this include, but are not limited to, removing a fire extinguisher from its prescribed location, fully or partially discharging a fire extinguisher from its prescribed location, fully or partially discharging a fire extinguisher for any purpose other than putting out a fire, tampering with smoke alarms located in public areas or in bedrooms, taping smoke alarms in bedrooms, taping smoke alarms in bedrooms, setting off false fire alarms, or removing or damaging exit lights and starting fires. Violations of this policy may result in the termination of your housing license upon the first offense.

Final Exams Week

Finals week can be a very stressful time for students living on campus. While some people have only one final, others have anywhere from 3-5 during the course of the week. One of our goals is to maintain an environment that is conducive to academic success. This includes having the following policies and guidelines for Finals Week:

- Finals quiet hours are 22 hours a day every day during finals week. Finals week quiet hours begin at the regular quiet hour times on the Friday before finals.
- We require that students leave within 24 hours after their last final or 3:00pm Friday, whichever is sooner. While you may be done with your finals, there are many others still studying. Please know your finals schedule and make arrangements accordingly.
- When you are leaving either at semester break or at the end of the year, please keep in mind that people are studying and try to be respectful as you pack and move out. There will be no guests allowed during finals week.
- Sanctions for policy violations during finals week will be stricter. Typically, sanctions given for violations during finals week will be increased by one level.

We hope you realize the importance of this time of year and the need for respect of those on your floor, in your suite, building and community. If you violate policies during finals week, an email will be sent to inform you that you still have responsibilities to take care of prior to closing out your time at Student Housing. Failure to respond to communications over the summer regarding policy violations may result in holds being placed on your Fresno State record, additional educational sanctions and/or referral to the Office of Student Rights and Responisibilities.

Family Only

- Minor children should be accompanied at all times.
- The Student Resident is responsible for child proofing their apartment.
- Minors must be over the age of 12 years before being left home alone. Student Resident may request a key be provided to their minor child who is over the age of 12.
- All other campus & student housing policies apply.
- Playground Rules:
    - Chidren must be accompanied & supervised by a responsible adult.
    - **No Roughhousing**: Pushing, shoving or roughpay is prohibited
    - Children must share the equipment.
    - Be aware of the weather, Avoid playing if slippery or wet or hot.

Gambling & Lotteries

Gambling and lotteries are not permitted in any campus building including the residence halls. Violators will be sanctioned by the Student Conduct Coordinator or designee and subject to legal action.

Guest Policy

Many residents look forward to inviting family and friends to visit them at the residence halls. For their safety and as a courtesy to other residents, all residents must adhere to the following guest policy:

1. A guest is defined as any person present who does not live in that particular area. Even though a person may be a resident of Student Housing, they are considered a guest when they are not in their particular room or living area.
2. A host shall be defined as a Student Housing resident who is being visited by another individual. All guests have a host. If a guest does not identify their host, and they are not registered to a particular individual, then the residents who live in the area where the guest is present will be responsible as their host. Resident Host swithing prohibited: Guests are not permitted to switch between different residents within the building or community in an effort to circumivent stay limits or guest policies.
3. All guests (whether they are staying overnight or not) are required to be escorted at all times within Student Housing by their host.
4. An overnight guest shall be defined as a person who is present between the hours of 11:00pm and 8:00am
    - Residents wishing to have overnight guests, including friends and relatives (who are staying past 11:00pm) must complete the "Guest Registration form" via StarRez. This form is available online at www.fresnostatehousing.org.
    - The hosting individual must obtain permission from his/her roommate and suitemates before an overnight guest is permitted. (Any issues seek a staff member for assistance.)
    - Residents will be permitted overnight guests for a maximum of four (4) nights per calendar month, not to exceed two consecutive nights. A guest may not move from one host's room to another in order to extend their stay in the residence halls. Guests are not allowed to co-habitate, and therefore are limited to (4) nights per calendar month as well. Roommates who know of a violation should report this to Student Housing staff. Residents may be held financially responsible for an overnight charge for any guest who stays beyond the 4 nights per calendar month.
5. The following guidelines apply to all guests (whether they are here overnight or not):
    - All residents must get their roommates'; suitemates; and apartment-mates permission before bringing guests into their living areas. If roommates or suitemates or apartment-mates are uncomfortable with a certain guest, please consult a Residential Life Staff member.
    - Guests are not allowed to bring pets, to check-out equipment or receive Student Housing keys.
    - Guests must abide by all University and Student Housing regulations and policies.
    - The Residential Life Staff will require a guest to leave the residence hall complex, if they are causing a disruption.
    - Guests must be housed only in resident rooms, not in common areas.
    - Guests will not be allowed during finals week.
    - Residents must escort their guests within the building at all times.
    - There may be no more than five people present in one community style room at a time. For suites and apartments there may be no more than ten people present at a time. These limits include residents and guests.
    - Guest restrooms are located on the first floor of Baker, Graves and Homan and are gender neutral. Guests are not allowed to use wing bathrooms unless shower facilities are needed. If showers are needed for opposite gender guests, you must have a friend of that gender escort the guest to the shower.
6. Residents are responsible for the behavior of their guests at all times and may be held liable for the actions of their guests. Residents may also face disciplinary action for the behavior of their guests.
7. Residents who fail to properly register overnight guests will undergo the student conduct process and may lose the privilege to host guests for the remainder of the semester or academic year.
8. Guests under 18 years of age must be siblings or otherwise have a legally recognized relationship with the resident host to be a guest. Written consent must include the parent or guardian's full name, verifiable contact information, dates of visit and must be uploaded as part of the registration form via StarRez.

Kitchen Rules

1. No food should be put down the garbage disposal
2. Ovens & stoves must not be left unattended while in use
3. Residents are expected to keep the kitchen area clean and trash free.
4. Multi-plug adapters and underground extension cords are prohibited.
5. Open flame cooking is strictly prohibited.
6. A fire safety blanket is provided in each apartment under the kitchen sink.

Noise Policy

Because Student Housing strives to be an academic living environment which supports students in their academic endeavors, the following are violations of the Student Housing noise policy:

1. **Disruptive Noise:** At all times, noise considered "disruptive" is prohibited. This means your music, voice or other noise should not be heard down the hall or outside the building. Remember everyone has different study and sleep habits. Because of the noise level, musical instruments and amplified music may be prohibited in the residence halls. Music is not to be played through open windows. Please keep in mind that "bass" carries between rooms and should be kept to a minimum. Residents in violation of this policy may have the items confiscated by Student Housing and held until the end of the semester. At all times, staff reserves the right to require that your door be closed if noise inside your room is disturbing to others. Please note, repeated violations of the disruptive noise policy because of amplified music or musical instruments, may result in confiscation of the source of noise.
2. **Quiet Hours:** Baker, Birch, Cedar, Graves, Homan, Ponderosa, Sequoia, Sycamore halls, and Apartments must adhere to a quiet time from
   11:00pm - 7:00am, Sunday - Thursday
   1:00am - 7:00am, Friday and Saturday
   During quiet hours, the noise inside a room or suite should not be heard outside the room or suite. During quiet hours residents should avoid any loud talking or disturbances in the halls. You should keep TVs, music, and streaming devices set at a low volume. If students wish to socialize, the Atrium is available, as well as lobbies and rec rooms.
3. **Quiet Living Areas:** These areas have been designed to meet the needs of residents who desire to live and study in an environment with pre-established guidelines about noise and quiet. If you are assigned to a quiet living area (Aspen Hall) you are expected to observe the guidelines that have been established. Quiet hours in these areas are from
   8:00pm-7:00am, Sunday - Thursday and
   Midnight - 7:00am on Friday and Saturday
   Residents who fail to adhere to the guidelines for quiet living areas more than twice in one semester, will be subject to disciplinary action and may be moved to an available space in a regular living area. Each resident assigned to this area signs an agreement to adhere to the quiet living area rules when they check-in.
4. **Courtesy Hours:** Courtesy hours are in effect 24 hours a day. This means that at any time someone (whether they are a staff member or resident) asks you to lower the volume of noise in your room or area, you must honor that request. The right to quiet supersedes the right to make noise at all times.
5. **Finals Week 22 Hour Quiet Policy:** A 22-Hour Quiet Policy is in effect in preparation for and during final exams. All residents must adhere to the 22 hour quiet policy (relaxed 5:00pm - 7:00pm). Infractions, sanctions, and/or fines are handled by the Director of Housing or designee. This time starts at quiet hours the Friday prior to finals week.

Online Social Networks

Residents will be held accountable for postings depicting or describing violations of residential community regulations and campus policies. Bullying of any kind is prohibited, including cyber-bullying. Creating a false profile in order to cyberbully others is also prohibited. See our Abuse, Harassment & Intimidation policy for more information.

Pets

Pets of any kind (i.e. snakes, mice, puppies, kittens, etc.) are not permitted upon Student Housing premises. Exception: any aquatic fish in aquariums of maximum five gallons total capacity per resident. If a resident is found with a pet, they will be given a warning to remove the pet within 24 hours. Larger animals (including small cats and dogs) will need to be removed immediately. If the resident fails to remove the pet or is not present, Student Housing staff will confiscate the animal. Pets that are confiscated may or may not be returned to residents. In the case of animals such as cats and dogs, when confiscated the animal will be sent to a shelter. If a resident is found to be in possession of unapproved animal, staff may enter the room for random unannounced checks to verify animal has been removed for the remainder of the license agreement.

Residents who require service animals or emotional support animals need to work through the Services for Students with Disabilities Office prior to bringing the animal on campus. Once SSD sends an approval letter to Housing, the student must meet with the Director to receive Housing approval.

Residence Halls Access Policy

All non-residents must be excorted within the halls at all times.

Roommate conflict and Mediation

We Mediate, We Don't Just Move

Roommate conflicts are adressed through RA or staff-led mediation. Room changes are not guaranteed or offered as a shortcut to avoid adressing concerns. Everyone deserves a chance to be heard, and to be held accountable for contributing to a respectful space. When Interpersonal conflicts arise between roommates or suitemates, Student Housing will initiate a structured mediation process to support resolution and community standard.

Residents are expected to:

- Participate in the roommate mediation process in good faith
- Communicate honestly and respectfully
- Work collaboratively with staff/RA's toward mutually agreeable soultions
- Honor behavioral agreements or expectations set during and after a mediation

Faliure to engage constructively in the mediation process may limit housing options, restrict room change eligibility, or result in administrative relocation. The refusal to coexist without engaging in problem-solving steps does not contribute to a healthy living and learning enviroment.

Relocation is not guaranteed: If mediation does not result in a resolution and the complalinant remains dissatisfied with the living arragement a room change may be offered, based on availability. However, the resident initiating the concern may be the one offered to move, especially if the other parties are not violating policy, or are not a threat to safety.

Smoking and Tobacco Use Policy

Smoking or using tobacco products is not allowed on campus property, including auxiliary owned and operated facilities, the Save Mart Center, Bulldog Stadium and all other athletic venues.

According to the regulation, smoke-and tobacco-free means the use of cigarettes, pipes, cigars, and other "smoke" emanating products including e-cigarettes, vapor devices and other like products. The regulation also prohibits the use of smokeless tobacco, snuffs and other tobacco products.
Students found smoking may be subject to disciplinary action. There are also other behaviors related to smoking which are not permitted in Student Housing:

- Smoking or otherwise consuming any substance other than tobacco. Examples include (but are not limited to) the use of Salvia, K2 or Spice.

Solicitation

Solicitation is defined as any uninvited contact, generally involving a request or distributing literature. No soliciting can be conducted in the residence halls or the grounds of Student Housing. Don't hesitate to confront solicitors and ask them to leave your community. Solicitors should be referred to the Atrium. Do not ever purchase anything from a solicitor or let anyone into your room.

Sports in the Hall

Sports or similar activities are not permitted inside the residence halls. Sports equipment used in the halls or in bedrooms/suites will be confiscated and may or may not be returned to the resident. Continuous violators will receive disciplinary sanction.

Theft

Taking items that do not belong to you is prohibited and could result in the termination of your license agreement without release from your financial obligation. If you find yourself a victim of theft, please contact Fresno State Police (559.278.8400) to report your missing items. Student Housing staff will work in conjunction with the Fresno State Police Department to deal with any reports of theft.

Vandalism

Deliberate vandalism and/or destruction of Student Housing property or property of Student Housing residents is prohibited. This includes Common Area Damage (i.e. defacing bulletin boards, breaking glass, holes in the walls, graffiti, etc). Students who are found responsible for violations of this policy are subject to dismissal.

Violence

Violent acts ranging from assault to battery will not be tolerated and will be subject to disciplinary action, dismissal, and/or criminal prosecution. If you are in need of help dial 559.278.8400 or 911 from a campus phone and Fresno State Police will respond. If you are not sure where to turn, contact your RA or RD for assistance.

Waterfights

Waterfights are not allowed on Student Housing premises unless part of a Housing program. Any type of container used for the purpose of water fighting may be confiscated on sight. If excessive water damage occurs, you and all parties involved may be assessed and charged.

This type of behavior will not be tolerated and could result in dismissal.

Facilities **Policies**

Appliances

Electrical devices such as TVs, hair dryers, coffee pots, air popcorn poppers, rice cookers, blenders, crockpots, and personal computers are permitted, if they are UL approved and portable. Space heaters, 3D printers and other cooking appliances (examples: hotplates, toasters and any appliance with an open heating element) are NOT permitted.

Balconies/Patios

NO SMOKING! No personal items, trash, or bikes may be kept on the balconies. No BBQs are permitted to be stored in a resident's room. Anyone in violation of these policies will have the bike, furniture or BBQ confiscated and returned at check-out. Lawn furniture may be brought onto the patios but not balconies.

Bunk Bed Policy

Per the CSU Office of the Chancellor, Student Housing requires the following:

1. Bed rails are provided for bunked beds. Residents are not allowed to remove.
2. Bed placement must not impede escape or rescue during fire or other disasters and must not obstruct, block, or be placed at or adjacent to windows or doorways.
3. Mattress topper must not exceed the top of the bed rail.
4. Students may not bring or use their own mattress. Mattresses are provided by Student Housing.
5. Residents in the apartment are not allowed to bunk their beds (exception family housing).

If a student fails to follow these safety guidelines they will be subject to discipline action.

Ceilings Clearance

You may not display any type of wall hangings, flags or posters on the ceiling. Per fire code, storage must be kept at least 2 feet below ceilings. During health and safety inspections you will be required to remove them. If not removed by resident in the time stipulated, we reserve the right to remove them.

Apartment sprinklers:

If a sprinkler is set off accidentally or intentionally the individual(s) involved will be responsible for all costs associated with cleanup and damage.

Cleanliness/Trash

Each resident is expected to clean up after themselves. Residents must maintain appropriate health and sanitary levels in their personal living area. All food should be kept in sealed containers and refrigerated if needed. Spoiled food should be discarded in dumpsters located outside the halls. When the condition of a room/suite is offensive and/or jeopardizes the health of one or more occupants, the resident will be asked to correct the condition. If the resident fails to correct the condition within 48 hours, they will be subject to disciplinary action, including fees associated with correcting the issue. Littering, inappropriate disposal of trash, and/or sweeping debris into a public hallway or area in the residence halls communities or the surroundings grounds is not permitted.

Electrical, Utility, and Cable Access

Access panels are located in community-style hallways, common areas and also in suites. All residents must refrain from accessing, opening and tampering with any and all electrical/utility/cable access panel(s) and/or closet(s) and/or the contents thereof located within the halls or resident units. The area in front of these panels must be kept accessible at all times (no furniture in front of the door).

Furnishings/Furniture

Furniture in bedrooms, lobbies, junctions, pool and other public areas are considered property of Student Housing and are not to be removed by residents. This includes closet doors, mirrors, bulletin boards, desks, bookcases, beds and other items in the halls. Beds/desks may be dismantled and moved within the suite or room. Student Housing cannot store furniture for you or assist you with dismantling the bed/desk. Furniture is not permitted outdoors, moved to another floor or taken to individual rooms or suites. Items removed from any common area are subject to residents being charged a replacement fee. If the item is not returned and no one is found responsible, a replacement fee will be charged to the community where the item is taken. If the item is found to be in a room, a $10.00 a day replacement fee will be assessed to the occupants of the room. Also, pianos in common areas may not be moved, because each one has been tuned. Any stolen items will be cause for dismissal as well as campus sanction and criminal prosecution. Outdoor furniture must remain in the gated areas. Room searches may be conducted for missing community area furniture. When possible a 24 hour notice will be given.

Damage Policy

Residents who accidentally or intentionally damage or remove any residence hall property may be charged for repair or replacement and may be sanctioned by Student Housing or dismissed by the Director of Housing or designee (i.e. disruptive behavior, water fights, shaving cream fights, etc.). Damaging residence hall property destroys the community environment everyone is working to build and can increase the cost to live in the halls. You should maintain your room (and suite, if applicable) in the condition it was when you arrived. Any damages beyond normal wear-and-tear not noted on the Room Condition Report Form and any damages which occur during your residency will be repaired and maintenance costs billed to you.

A partial list of charges assessable for damaged or missing room items appear below (in dollars):

Bathroom Damages	Cost+10%	**File Cabinet (2-drawer)**	200
Bedrail (Available on request)	150	**Garbage Removal Charge (excess)**	100
Bed-Loft	625	**Holes in Walls (each less than 1/8" hole)**	20 - 150
Bed Pins (4)	10/ea	**Light Fixture Cover (broken)**	100
Blinds (vertical)	75 – 250	**Key FOB**	25
Bookcase	250	**Love Seat Clean**	50
Book Carrel (w/task light/bulletin board)	200	**Love Seat Cover**	250
Carpet Cleaning	150	**Love Seat Replacement**	675
Carpet Damage/Replacement	150 -1000	**Mattress Clean**	50
Chair (living room)	450	**Mattress Pad**	30
Chair - 2 position (desk)	200	**Mattress Pad Slipcover**	75
Chair Cover (desk)	75	**Mattress Replacement**	250
Chair Cover (living room)	250	**Microfridge**	650
Chest of Drawers	250	**Mirror (Bathroom)**	Cost + 10%
Closet Doors	300	**Paint Room (per room)**	300
Coffee Table	250	**Reassemble Furniture**	50
Damaged Furniture	50 – 600	**Smoke Detector (broken or damaged)**	150
Desk Top (no rails)	150	**Wardrobe**	1500
Doors (Suite/Bedroom)	450	**Wastebasket/Recycling Bin**	40
Double Stick Tape Damage	Cost + 10%	**Window Replacement**	400 +
Drop Leaf Desk	500	**Window Screen**	80 - 200

Notice

Damage or replacement items not listed will be assessed at an appropriate rate. These charges are subject to change.

Hallways

For health and safety reasons, hallways and walkways are to be kept clear of furniture, equipment, trash and any other obstacles that might obstruct the passage. Loitering is not permitted and residents should move to the junction or lobby.

Keys

Residents may not give their keys to any other individuals (including guests). If a resident is found to have given their key to another individual, they may face disciplinary action.

Microfridge

A combination microwave, freezer and refrigerator in one, compact unit has been provided in each room. You may bring a refrigerator which does not exceed 2.5 cubic feet. It is in violation of fire and safety codes for residents to install and use their own microwaves. Microfridges (provided by Student Housing) and refrigerators that students bring to campus are subject to searches during closing times to ensure they have been cleaned out and defrosted. If contraband items are found in the fridge, items will be confiscated and disciplinary action will be taken.

Paint

It is not permitted for any touch-up work or repainting to be done by residents.

Posters

If you would like to hang or display posters, pictures or other decorations, use removable tape that does not damage the walls or leave residues (scotch tape and double-stick tape remove paint). You may not nail or thumb tack objects to the walls or closets. Please be aware that the ceiling and no more than 50% of the wall space in your living area can be covered with flammable material.

Pool Use

Ensuring safety is just as critical throughout the entire Student Housing community and grounds. There us no lifeguard on duty. All rules and policies must be adhered to:

1. Pool Hours are 10 a.m.- dusk daily
2. Alcoholic beverages and glass bottles are prohibited.
3. All guests must be registered, in accordance with Guest Policy. All visitors must be accompanied by adults at all times.
4. Minors must be accompained by adults at all times.
5. Courtesy hours must be observed at all times.
6. No diving, running or general horseplay is allowed at any time around or in the pool and surrounding areas.

Roofs

Residents are not permitted on the roof of any building. The roofs are not designed for excessive walking, which may cause leaks. If you lose something on the roof, contact the Student Housing front desk at 559.278.2345 and they will assist you.

Screens

Screens are installed on windows to improve safety. In addition to keeping insects, wildlife and people from entering the room, screens keep trash and other objects from being thrown out. Do not remove screens from windows. Residents who remove screens will be charged a minimum replacement cost of $75.00. If the screen is damaged or missing or is on the 2nd or 3rd floor the charge will be substantially more.

Signs

Stolen property (e.g. street signs) that is visible from your room window or in your room may be confiscated by the Director of Housing or their designee. Student Housing will turn in all illegal items to Fresno State Police. Residents may be subject to disciplinary or legal action.

Trees

During holiday periods, residents may want live, perishable decorations (including Christmas trees and wreaths). It is expected that residents ensure that all live trees and wreaths are sprayed with a fireproofing agent to reduce the risk of fires. These items need to be tagged as being treated as proof this has been done. Without a tag, the item may be removed immediately. It is also expected that all perishable holiday decorations be removed before residents leave for winter break, or the first day of the new calendar year (January 1) (whichever comes first). If holiday perishable items are found after a student has left for break, or the first day of the new calendar year (January 1), the resident will face disciplinary actions, including fees associated with the removal of these items by Student Housing staff.

Vacant Spaces and Room Restoration Requirements

During the year you may have a vacant space in your room or suite. Your license agreement with Student Housing is for a bed space; therefore you are not entitled to decide who will occupy the vacant space. You are required to maintain the bedroom or suite so that a potential roommate will be able to move in. This means you are expected to:

1. Keep vacant furniture assembled and accessible, as well as all storage and surface areas clean and empty at all times in case a new resident is assigned to that space. This is especially important at the end of the fall semester when new roommates will probably be moving in for the spring. Failure to comply with this requirement will result in disciplinary action that may include probation, loss of housing or dismissal, as well as being charged for the staff labor to make the second space available for the new roommate.

2. Welcome the potential resident into the vacant space without harassing, threatening or intimidating the individual. If the resident or suitemates, in anyway, behave in the manner mentioned above or discourage the resident from moving in, there may be disciplinary consequences with the possibility of being placed on probation with loss of housing for the following year.

Windows/Door Displays

Residents may be required to remove prohibited, offensive or inappropriate signs, posters or materials from their windows, doors or in the hallway immediately adjacent to the room door. Such items may be confiscated.